



## *Greensboro Parks and Recreation Summer Jobs 2012*

### **BUR-MIL and HAGAN-STONE PARKS Only**

***Closing Date 6/29/12***

**NOTE: Does NOT include all other Parks & Recreation Department Positions for the summer – see other listing**

<b>Day Camp Director (Bur-Mil only)</b>	Plan, implement, & evaluate camp activities for boys & girls ages 5-10 years old including games, arts & crafts, special events, field trips, nature appreciation & outdoor sports/activities; assist planning parent orientation; provide supervision (schedule, oversee performance, train & other related supervisory duties) for two or more camp counselors.	<ul style="list-style-type: none"> <li>• HS Diploma/ GED</li> <li>• Valid Driver's License</li> <li>• Obtain First Aid &amp; CPR by June 11</li> <li>• Must work ENTIRE program</li> <li>• Experience working in a recreation setting.</li> <li>• Experience working with elementary and middle school aged children.</li> </ul>	\$10.54/hr.	May 15 - Aug. 24, 2012
<b>Day Camp Counselor (Bur-Mil only)</b>	Plan, organize & implement daily schedule of activities including crafts, sports, wellness, structured games, nature appreciation, music drama, special events, swimming and field trips for children 5 – 14 yrs. old.	<ul style="list-style-type: none"> <li>• HS Diploma/ GED</li> <li>• Valid Driver's License</li> <li>• Obtain First Aid &amp; CPR by June 11</li> <li>• Experience working with elementary and middle school aged children.</li> <li>• Must work ENTIRE Program</li> <li>• Training will be in May.</li> </ul>	\$9.34/hr.	May 15 - Aug. 24, 2012
<b>Park Attendant (Bur-Mil and Hagan-Stone)</b>	Responsible for public and staff assistance in the park, hands on supervision of various park activities, routine grounds maintenance including cleaning shelters, cleaning bathrooms, picking up trash, enforcing park rules and regulations, securing the park at night, picking up golf balls on the driving range, and provide customer service to park patrons.	<ul style="list-style-type: none"> <li>• Valid Drivers License</li> <li>• Must be at least 18 years of age</li> <li>• Experience working with the public</li> <li>• Must be able to work nights, weekends and holidays</li> <li>• Able to lift at least 50 lbs.</li> </ul>	\$9.73/hour	May 1 – September 30, 2012

<b>Wildlife Center Cashier</b>  <b>(Bur-Mil only)</b>	Provide public & staff assistance at the Frank Sharpe Jr. Wildlife Education Center; animal care and feeding, handle animals including snakes and insects, clean facilities and animal cages, collect fees, complete financial transactions, answer telephones, complete reports & provide customer service.	<ul style="list-style-type: none"> <li>Valid Driver's License</li> <li>Basic math skills</li> <li>Experience working with public</li> <li>Must be able to work nights, weekends and holidays</li> </ul> <b>Nice to Have:</b> <ul style="list-style-type: none"> <li>Experience working with animals</li> </ul>	\$8.04/hr.	April 1 - September 30, 2012
<b>Wildlife Center Program Instructor</b>  <b>(Bur-Mil only)</b>	Teach Environmental Education classes to people of all ages, teach Birthday Party programs, handle animals, research program topics, create program outlines, complete reports & provide customer service.	<ul style="list-style-type: none"> <li>Valid Driver's License</li> <li>Experience working with the public</li> <li>Experience working with children</li> <li>Experience teaching environmental programs</li> <li>Experience handling animals</li> <li>Must be able to work nights, weekends and holidays</li> </ul>	\$9.73/hr	April 1 - September 30, 2012
<b>Clubhouse Event Host</b>  <b>(Bur-Mil only)</b>	Provide assistance in the clubhouse when rooms have been rented, handle facility related needs that may arise during the preparation time and event itself. Responsible for getting all the garbage to the dumpster at the end of the event(s), and locking and securing the building after guests have left. They assist bartenders whenever alcohol is served, and facilitate necessary actions in the case of an emergency.	<ul style="list-style-type: none"> <li>Valid Driver's License</li> <li>Good written and verbal communication skills</li> <li>Experience working with public</li> <li>18 yrs. old or older</li> <li>Lift up to 50 lbs.</li> <li>Must be able to work nights, weekends and holidays</li> </ul>	\$9.73/hr	May 1 - Sept.6,2012
<b>Clubhouse Bartender</b>  <b>(Bur-Mil only)</b>	Set up and close down bar, serve beverages to guests, ID guests, enforce rules and regulations, handle financial reporting of sales.	<ul style="list-style-type: none"> <li>Must be at least 21 years of age.</li> <li>Must be TIPS Certified, or become TIPS Certified before beginning work.</li> <li>Must have a reliable phone and transportation.</li> <li>Good written and verbal communication skill</li> <li>Must be able to work nights, weekends and holidays</li> </ul> <b>Nice to Have:</b> <ul style="list-style-type: none"> <li>Formal bartender training</li> <li>Previous bartending</li> </ul>	\$10.39/ hr	April 1 - September 15, 2012

		experience		
<b>Golf Attendant</b>  <b>(Bur-Mil only)</b>	Clear the driving range of golf balls; wash golf balls; provide general housekeeping of area; & pick up trash.	<ul style="list-style-type: none"> <li>Valid Driver's License</li> <li>Lift up to 50 lbs</li> <li>Must be able to work nights, weekends and holidays</li> </ul>	\$7.16/hr.	April 1 – Oct. 15, 2012
<b>Golf Shop Cashier</b>  <b>(Bur-Mil only)</b>	Provide public & staff assistance at the golf shop; collect fees, complete financial transactions, make bank deposits, answer telephones, complete reports & provide customer service.	<ul style="list-style-type: none"> <li>Valid Driver's License</li> <li>Basic math skills</li> <li>Experience working with public</li> <li>Must be able to work nights, weekends and holidays</li> <li>Must be 18 or older</li> </ul> <p><b>Nice to Have:</b></p> <ul style="list-style-type: none"> <li>Experience playing golf or working in a golf facility</li> </ul>	\$8.04/hr.	May 1 – October 15, 2012
<b>Pool Cashier</b>  <b>(Bur-Mil)</b>	Provide public & staff assistance at the Park Family Aquatic Center; collect fees, complete financial transactions, answer telephones, complete reports & provide customer service.	<ul style="list-style-type: none"> <li>Valid Driver's License</li> <li>Basic math skills</li> <li>Experience working with public</li> <li>Must be able to work weekends/ holidays</li> </ul>	\$8.04/hr.	May 16 – Sept. 6, 2012
<b>Pool Manager</b> <b>(Bur-Mil and Hagan-Stone)</b>	Perform varied administrative, supervisory & professional duties: supervise the lifeguard & pool desk staff (schedule, oversee performance, train & related supervisory duties); prevent accidents in & around swimming pool area; respond to emergencies; enforce rules, regulations & policies; provide customer service to patrons; coordinate programs; correct chemicals; clean the pool; schedule and oversee swim lessons.	<ul style="list-style-type: none"> <li>HS Diploma/ GED</li> <li>Minimum of 3 years experience working in aquatics</li> <li>Valid Driver's License</li> <li>Must be available to work the entire summer</li> <li>Must be able to work nights, weekends, and holidays</li> </ul> <p><u>Must have ALL Certifications:</u></p> <ul style="list-style-type: none"> <li>American Red Cross Lifeguard Training and First Aid</li> <li>CPR for the Professional Rescuer</li> <li>CPO (Certified Pool/Spa Operator)</li> </ul> <p><b>Nice to Have:</b></p> <ul style="list-style-type: none"> <li>Water Safety Instructor</li> </ul>	\$12.37/hr. minimum	May 1 – Sept. 15, 2012  Stronger consideration will be given to those who can work the entire summer season.

<p><b>Pool Assistant Manager (Bur-Mil)</b></p>	<p>Assist pool manager in supervising staff and facility and in coordinating programs; prevent accidents in and around the pool area; enforce rules, regulations, and policies; respond to emergencies and provide appropriate care; provide customer service to patrons; teach swim lessons; correct and maintain pool chemistry; clean the facility.</p>	<ul style="list-style-type: none"> <li>• HS Diploma/GED</li> <li>• Minimum of 2 years experience working in aquatics</li> <li>• Valid Driver's License</li> <li>• Must be available to work the entire summer</li> <li>• Must be able to work nights, weekends and holidays</li> </ul> <p><u>Must have ALL of the following certifications:</u></p> <ul style="list-style-type: none"> <li>• American Red Cross Lifeguarding</li> <li>• CPR-AED for the Professional Rescuer</li> </ul> <p><b>Nice to Have:</b></p> <ul style="list-style-type: none"> <li>• Water Safety Instructor's Certification</li> <li>• Certified Pool/Spa Operator (CPO)</li> </ul>	<p>\$11.98/hr</p>	<p>May 1 – September 15, 2012</p> <p>Stronger consideration will be given to those who can work the entire summer season.</p>
<p><b>Lifeguard (Bur-Mil and Hagan-Stone)</b></p>	<p>Enforce pool rules &amp; regulations; rescue and resuscitate distressed swimmers; administer first aid; maintain swimming pool deck; keep pool &amp; bath areas clean; vacuum and keep pool clean; assist teaching swimming classes.</p>	<ul style="list-style-type: none"> <li>• Must work ENTIRE summer</li> <li>• Must be able to work weekends/ holidays</li> </ul> <p><u>Must have ALL of the following certifications:</u></p> <ul style="list-style-type: none"> <li>• American Red Cross Lifeguard Training and First Aid</li> <li>• CPR for the Professional Rescuer</li> </ul> <p><b>Nice to have:</b></p> <ul style="list-style-type: none"> <li>• Water Safety Instructor's Certification</li> <li>• Certified Pool/Spa Operator (CPO)</li> </ul>	<p>\$9.02/hr. for new guards</p> <p>\$10.66/hr. with 1 yr of experience</p>	<p>May 18 - Sept. 6, 2012</p> <p>Stronger consideration will be given to those who can work the entire summer season.</p>